

BOARD OF DIRECTORS – ACTION SUMMARY

Wednesday, March 8, 2006 – 6:00 p.m.

**Administration Building
2101 Hurley Way, Sacramento, CA**

CALL TO ORDER

The meeting was called to order by President Engellenner. Board Members present: Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley. Staff: Fire Chief Mette, General Counsel Margarita, Board Clerk Tilson.

PLEDGE TO FLAG led by the Hall family.

METRO CABLE 14 ANNOUNCEMENT

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, March 13 at 6:00 p.m. and Wednesday, March 15 at 9:00 a.m. on Channel 14; Webcast at www.sacmetro cable.tv. A VHS copy is also available for checkout from any library branch.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

None

RECESS TO CLOSED SESSION 6:05 PM

RECONVENE TO OPEN SESSION 6:10 PM

Report by General Counsel Margarita:

CLOSED SESSION GOVERNMENT CODES:

- 1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to California Government Code Section 54956.9(a) – One (1) Case
David Massengale vs Sacramento Metropolitan Fire District WCAB SAC 0341908

The Board took the following action:

- **Board Action:**
Duveneck/Goold—settlement authority granted to workers' compensation counsel. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, abstained. Motion passed.

CONSENT AGENDA:

1. Board Meeting Action Summary—February 22, 2006
2. Resolution #04-06—Commendation—Gayle E. Ferguson
3. Resolution #05-06—Commendation—William V. Brown, Jr.
4. Resolution #06-06—Commendation—James B. Cauley
5. Resolution #07-06—Commendation—Glen W. McDonald
6. Resolution #08-06—Commendation—Jeffrey M. Ortiz
7. Resolution #09-06—Commendation—Rennie W. James
8. Resolution #10-06—Commendation—Don G. Price
9. Resolution #11-06—Commendation—Glenn A. Fluke
10. Resolution #12-06—Commendation—Donald A. Wiberg
11. Resolution #13-06—Commendation—Gary W. Klopfenstein
12. Resolution #14-06—Commendation—Bruce E. Kiser
13. Resolution #15-06—Commendation—John H. Meixner
14. Resolution #16-06—Commendation—James L. Panora
15. Resolution #17-06—Commendation—Penny L. Pelkey
16. Resolution #18-06—Commendation—Runi Summers
17. Resolution #19-06—Commendation—Stephen G. Verseman
18. Resolution #20-06—Commendation—Dennis W. Gramith
19. Resolution #21-06—Commendation—Charles Hartley
20. Resolution #22-06—Commendation—Robert D. Rogers
21. Resolution #23-06—Commendation—Grant L. Lynes
22. Resolution #24-06—Commendation—James R. Woodward

- **Board Action:**
Kelly/Trujillo—approve Consent Agenda. Directors Duveneck, Engellenner, Goold, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Director Granados, abstaining. Motion carried.

ACTION ITEM(S)**1. PROPOSED INCREASE IN PARCEL ASSESSMENT
FOR MISSION OAKS PARK DISTRICT—(Appel)**

- The District received two ballots from the Mission Oaks Park District for a proposed increase in its benefit assessment fees affecting five parcels located within their boundaries to include the Hurley Way headquarters building, the new fire station site at Eastern and Berrendo, Station 102, Station 103 and Station 110.
- The Mission Oaks ballot proposal would increase the assessment on each District parcel from \$27 to \$39 per year with an annual cost of living adjustment not to exceed 3% per year to maintain, repair and improve local parks and recreation facilities and to improve park safety and security.

- Assuming the Mission Oaks ballot proposal passes, staff has calculated the 2006/07 fiscal impact to the District at \$195. After 10 years, based on a 3% annual increase compounded, it would be approximately \$262.
- Board members expressed support of the Park Districts which make major contributions to the community.
- Director Kelly spoke in favor but noted a letter was received from Barbara Weiss who was unhappy with the ability of the Park District to increase the fees based on a vote.
- Staff recommended the fiscal impact be evaluated versus its potential benefits to communities served, debate the issue, and cast the District's ballots.
- **Board Action:**
Duveneck/Kelly—cast the ballot votes in favor. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.

2. Truck Purchase Options—(Mette)

- A three-page staff report accompanied by five attachments was submitted.
- Staff is seeking direction from the Board on the preferred method for purchasing two truck companies: one truck is budgeted in Fiscal Year 2005/2006 and the second to be purchased for the Anatolia station in Rancho Cordova.

If the Board is supportive of the tag-on concept in lieu of the full bid process, the District can save a substantial amount of money by completing the entire specification and purchase, including coming back to the Board for final approval of the overall cost prior to April 30. Pierce Manufacturing is having a 1.70% price increase effective April 30, 2006.

- Staff requested Board support to move forward with purchasing two trucks by tagging onto the City of Bakersfield's bid. Once costs are determined based on our adopted specifications, staff will provide the Board accurate cost information and request authorization to proceed with the purchases.
- **Board Action:**
Goold/Trujillo—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.

PRESENTATION ITEM (S)**1. Sacramento Metropolitan Fire District
Self-Assessment and Accreditation—(Haverty)**

- A two-page staff report accompanied by a Resolution supporting the initiation of and sustained effort to achieve self-assessment and full accreditation using the Commission on Fire Accreditation International Incorporated standards and guidelines was submitted.
- Assistant Chief Haverty gave a slide presentation on the Self-Assessment and Accreditation process, a collaborative effort with the International Association of Fire Chiefs (IAFC), International City/County Managers Association (ICMA), and Insurance Services Office (ISO), explaining the process in detail.
- Accredited fire agencies in California are the Clovis Fire Department, Culver City Fire Department, Santa Clara County Fire Department, and the Roseville Fire Department. The process has been in existence around 12 years.
- The report outlined the rationale for accreditation; creation of a self-assessment team and work strategy; comprehensive process of 10 major categories, 45 criteria, and 230 performance indicators; with an estimated time of 30 months to complete. The process is a Labor-Management project requiring involvement by both parties.
- Extensive staff work involved will require at least one full-time management staff member and one half-time clerical support personnel. Self-Assessment Team members to be compensated for time dedicated to this project outside of normal works hours.
- The fee for the Commission on Fire Accreditation International to complete accreditation and initiate the peer assessment visit will be approximately \$6,000. Peer review is part of the process, as well as reaccreditation every two years. The District also assumes the responsibility to cover travel costs for the Peer Assessment Team when they visit the District.
- Question and answer period. Board members indicated support of the concept. Copy of slide presentation material distributed.

- Captain Pat Monahan, representing Sacramento Firefighters Local 522, raised a number of questions including what is the direct benefit to the citizens of the community; the economic liability is virtually unknown and needs to be spelled out; labor involvement on the committee was mentioned but he just heard about it now; consideration of action in two weeks to go over 10 categories, 45 subcategories, and 230 elements is not appropriate; 30 month process and how much staff really will be dedicated; will the governance design impact or take the decision-making process out of the hands of the community's elected governing body; requested to meet with Fire Chief Mette to study the program in depth and what liabilities the District would incur.
- Fire Chief Mette stated this was presented as a concept. If the Board wants to move forward, it is a lengthy process and we will meet with Locals 522 and 228 to get their input and bring everybody on board. The end result will be a better department and there is a lot to gain from this process.
- Update at the next meeting under the Fire Chief's Report.
- **Board Action:**
General consensus to refer this item to the Policy Committee and Finance Committee because there are some money issues and bring it back to the full Board for the final decision.
- Responding to Director Lawson, Fire Chief Mette stated there are ten different areas; the committee should have a representative from the Board to report back to the full Board. Labor would also have a voice on pertinent issues.

2. Planning Collaboration with Cordova Recreation and Park District—(Haverty)

[Taken out of Order prior to Presentation Item #1]

- A two-page staff report with attached Memorandum of Understanding (MOU) between Sacramento Metropolitan Fire District and the Cordova Recreation and Park District to undertake planning efforts for the potential establishment of co-located or joint use Park District and Fire District facilities was presented for discussion.
- Meeting for about two months together with Fire Marshal Dobson, and Project Manager Horel to discuss ways to collaborate on future projects such as land acquisition, building projects.

- Lee Frechette, Planning Superintendent for the Cordova Recreation and Park District, expressed excitement about the possibilities of collaborating with the Sacramento Metropolitan Fire District on future facilities. There is a lot of benefit to both agencies and to the taxpayers. Appreciated the opportunity to move forward tonight.
- The MOU will be presented to the Park District Board at its meeting on March 22, 2006.
- Examples of co-located facilities include Station 107 in Arden Park, Station 51 off of Power Inn Road, and Station 26 in Antelope. Co-located facilities implies that facilities are operated separately by the respective agencies but share real property or are located immediately adjacent to one another.

Another type of shared facility is a joint use facility. This type implies that there is one owner of the facility and that certain areas of the facility are used by other agencies.

A third concept is a combination with both types of arrangements on the same project such as joint use of the parking area and co-location in the building structure.

- Discussion included approaching cities we serve with the same options for developing a partnership, to include financial support on issues; Rancho Cordova is very supportive of the District working with the parks and has expressed interest in meeting rooms in our fire stations; open to negotiating terms of use; interested in input from members participating in a co-located facility and discussing any negatives to be avoided in the future.
- Director Jones expressed support of working together with other local agencies, special districts, and cities. Felt it was appropriate to adhere to the presentation process allowing two weeks for additional input from members of the public including other agencies.
- **Board Action:**
General consensus to bring this issue back to the full Board at its next meeting as an Action Item.

PRESIDENT'S REPORT—(Engellenner)

- Interview by the Sacramento Bee was held last Wednesday. A brief overview of the Department will be published this weekend in the Sacramento Bee Neighbors section.

FIRE CHIEF'S REPORT—(Mette)

- Incident report since the last meeting:
 - Seven one-alarm working structure fires.
 - Drowning in Rancho Cordova at a pool in an apartment complex.
- February 28, 2006 – Held the Annual Employee Recognition Ceremony.
- April 7, 2006 – Retirement Dinner with presentation of Resolutions.

GENERAL COUNSEL'S REPORT—(Margarita) None**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Engellenner)**

- Next meeting: TBA

Communications Center Delegate—(Valley)

- Received presentation.
- Next Meeting: March 28, 2006 – 10:30 AM

California Fire & Rescue Training Authority—(Goold)

- Next meeting: TBD

Finance Committee—(Kelly)

- Received presentation on today's meeting.
- Next meeting: April 12, 2006 – 5:00 p.m.

Policy Committee—(Lawson)

- Next meeting: March 22, 2006 – 5:00 p.m.

PUBLIC COMMENT

- Brian Rice, President of Local 522, congratulated the Board and staff on working together and addressing issues that affect citizens. Everyone is doing a good job.

Congratulated Brenda Briggs on her promotion to Public Education Senior Technician. Congratulated the Local, Fire Chief Mette and staff for helping to move that project along.

Welcomed General Counsel Dick Margarita aboard.

BOARD MEMBER QUESTIONS AND COMMENTS:**Granados:**

- Had an opportunity to get an education from the Haz Mat Coordinator.
- Requested Board permission to attend the Commission on Fire Accreditation International Workshop in Fresno, California on March 29-30, 2006.
- **Board Action:**
General consensus for approval of the travel request.

Trujillo:

- Thanked the Hall family for presentation of the Colors.
- Thanked Assistant Chief Haverty for his report.
- Thanked Local 522 for their input.
- Thanked Fire Chief Mette for the organizational chart.
- Thanked Fleet Manager Rich Wasina for doing a great job. It's always a pleasure to have his comments on apparatus purchases. Visited the Fleet Facility and it is a first-class operation.
- Thanked Local 522 President Brian Rice for his comments and remarks of confidence in the Board and our new Fire Chief.
- Inquired on status of helicopter audit.
Fire Chief Mette stated it should be ready shortly.

Valley:

- Thanked President Engellenner for the invitation to meet the press. Concerned with five or more Board members being present and it was not a posted meeting. He was sure President Engellenner represented us well.

Kelly:

- There are ten Accreditation categories and felt this organization could sail through just about every one.

Lawson:

- Agreed with Director Kelly's comments.
- Since the Finance Committee meeting is not televised, he requested Finance Director Houghton report on the status of the financial audit for the record.

Finance Director Houghton stated we are currently under audit by the County of Sacramento Auditor's Division. A deadline of March 31st is necessary to meet our bondholder's reporting requirements. Reported to the Finance Committee that the full audit probably will not be completed by March 31 due to staffing issues for the County of Sacramento. Communicated with Muni Financial, who report to our bondholders, and there is no problem as long as a minimum amount of required data is provided. This information has been accumulated and is being transmitted to them.

- Thanked Tom Slobodnik and Mark Thomsen from Technical Services for their help in fixing his fax machine problems to get him up and running.
- Received a copy of an e-mail from Brenda Briggs thanking everyone for their efforts and showing the Metro Fire spirit and volunteering to get out and shake the boot for the Fill-the-Boot Drive. \$129,000 was raised at the Greenback and Sunrise location for the Firefighter's Burn Institute.

Duveneck:

- Assistant Chief Haverty did a great job on summarizing the Self-Assessment and Accreditation process. Felt we already have a good volume of this data and is very supportive. Thanked him for his input.

Jones:

- In agreement with Director Duveneck. Felt very positive about the Self-Assessment and it will be a very good validation of many aspects that Sacramento Metropolitan Fire District has already been doing.
- Thanked Fire Chief Mette for the Organizational Chart and looks forward to the staffing document so we can discuss the job descriptions and functions for some of the personnel in transition.

ADJOURNMENT – The meeting was adjourned at 7:32 p.m.

H. Peter Engellenner, President

Ray Trujillo, Secretary

Charlotte Tilson, Clerk of the Board